

Communications Committee Meeting Report (Submitted 4-12-12)  
Courthouse, Room 303C, Tuesday, April 3, 2012, 3:30 p.m.

Members Present: Bill Preston, Jim Findley, Jim Eccher, Steve Brandau, Lindi Kernan, Jon Zahm, Sheriff Padilla and Rich VerHeecke. Members Absent: None. Ex Officio Members Present: Rosemary Rathjen. Others Present: Colleen Gillaspie.

Chairman Preston called the meeting to order at 3:30p.m. Member Brandau moved to approve the agenda as printed, Member Findley seconded, all were in favor and the motion carried.

There was no Public Comment.

Member Findley moved to approve the March 6, 2012 Communications Committee meeting minutes as printed, Member Kernan seconded, all were in favor and the motion carried.

Rosemary Rathjen reported Data Processing claims for the month of March 2012. Member Kernan moved to approve the March 2012 claims for Information Services Department in the amount of \$2,680.79 and GIS Department in the amount of \$71.38, Member Eccher seconded, all were in favor and the motion carried.

Ms. Rathjen presented the Computer Services Report. (attached) The Closed Caption TV Upgrade is continuing with the Maintenance Department finishing mounting and power supply work before final installation can be scheduled. Additional meetings and information are needed for completion of the website re-write with a target completion date being set for May 1st. The Committee will continue discussion at their May meeting if completion has not been realized. The initial print audit meetings have been completed with follow-up meetings planned for mid-April. Final report should be ready for the Finance Committee around mid-May.

Chairman Preston shared information from the UCCI meeting held March 26, 2012. The next UCCI meeting will be held May 21, 2012.

Under requests for purchase of goods and services, Member VerHeecke requested approval to purchase a module from WTI to allow bank statements to be imported into the Accounting system. The total cost of the module is \$2,600.00, which includes the software and recurring maintenance costs for the first year. The purchase of this software will require maintenance costs of approximately \$400.00 to be added annually to the IS budget. The Health Department has expressed interest in monetarily assisting with the purchase of the module in an amount to be negotiated. Member VerHeecke moved to

authorize the purchase of the module for \$2,600.00 from WTI to import bank statements into the Accounting system, Member Eccher seconded, all were in favor and motion carried.

There was no Old Business to discuss.

Under New Business, Chairman Preston distributed draft #2 of the Committee restructure that the Executive Committee reviewed in March. Discussion was held particularly regarding the recommendation to eliminate the Communications Committee. The discussion will be relayed to the Executive Committee at their April meeting.

The next regularly scheduled Committee meeting will be Tuesday, May 1, 2012 at 3:30 p.m., Board Conference Room 303C.

The meeting adjourned at 4:35 p.m.

Respectfully submitted,

Colleen Gillaspie, County Administrator